

## WARREN COUNTY BOARD OF SUPERVISORS

**COMMITTEE: HEALTH SERVICES**

**DATE: JUNE 27, 2014**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS SOKOL  
CONOVER  
FRASIER  
TAYLOR  
MCDEVITT

**OTHERS PRESENT:**

REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:

PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES  
SHARON SCHALDONE, ASSISTANT DIRECTOR OF HOME CARE DIVISION  
GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC HEALTH DIVISION  
TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS COORDINATOR

BETSY HENKEL, COMPTROLLER FOR WESTMOUNT HEALTH FACILITY

KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD

PAUL DUSEK, COUNTY ADMINISTRATOR

JOAN SADY, CLERK OF THE BOARD

FRANK E. THOMAS, BUDGET OFFICER

SUPERVISORS SEEBER

SIMPSON

STROUGH

TAYLOR

GRETCHEN STEFFAN, COUNTY HUMAN RESOURCES DIRECTOR

TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT

DON LEHMAN, *THE POST STAR*

CHARLENE DiRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

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Mr. Sokol called the meeting of the Health Services Committee to order at 10:05 a.m.

Motion was made by Mr. Taylor, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Pat Auer, Director of Public Health/Patient Services, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Ms. Auer requested to award the bid and authorize a contract with Durrin, Inc. to provide transportation for children with disabilities in the Preschool and Early Intervention Programs (WC 35-14) at a rate of \$44.55 per child per day for a term commencing September 1, 2014 and terminating August 31, 2015 with the option to renew for two additional one year terms provided there was no increase in rates. She noted Durrin, Inc. had been the lowest responsible bidder of the three companies that submitted proposals and had excellent references.

Motion was made by Mr. Conover, seconded by Mr. McDevitt and carried unanimously to award the bid and authorize the contract with Durrin, Inc. as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the July 18, 2014 Board Meeting.*

Ms. Auer explained that Warren County Health Services Department was currently one of the few agencies in the area with staff members trained to provide Uniform Assessment Systems of New York (UAS-NY) evaluation services for patients receiving Managed Medicaid Services. She advised there had been many calls received from Managed Medicaid staff requesting this service be provided to patients who were unable to access services until the assessments were completed. She

requested authorization to provide UAS-NY evaluation services to patients within a limited geographic area who reside outside of Warren County at a reimbursement rate of \$156 per visit. She noted a representative from the New York State Department of Health (NYS DOH) had been contacted in order to ensure this action would be allowable. She added the Department would be able to accommodate this service which would increase the amount of Medicaid reimbursements received from the State.

Motion was made by Mrs. Frasier, seconded by Mr. Taylor and carried unanimously to authorize the Warren County Health Services Department to provide UAS-NY evaluation services to patients within a limited geographic area who reside outside of Warren County, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the July 18, 2014 Board Meeting.*

Pertaining to the pending item concerning new Certificates of Need for the operation of Certified Home Health Agencies (CHHA's), Ms. Auer stated a report on the number of referrals to date in comparison to 2013 was included in the agenda packet. She pointed out that a Monthly Emergency Response and Preparedness Activity Report was also included in the agenda packet.

Ms. Auer distributed copies of the 2013 Warren County Health Services Annual Report to the Committee members and asked that they review the report for acceptance at the next Committee Meeting; *a copy of the Report is on file with the minutes.* She noted a resolution would be required to accept the report, at which time it would be uploaded to the Warren County website.

Ms. Auer circulated an image of the vinyl decals which would be placed on Warren County Health Services Fleet vehicles to the Committee members. She informed that she had solicited three quotes as required by the Warren County Purchasing Policy and Mac the Knife Designer Auto Crafts, LLC had been the lowest responsible bidder. She explained the vendor would remove the current Warren County Seal logos and apply the new vinyl decals to two vehicles per day for a total of 27 vehicles and the project should be completed within three weeks. She noted the vendor was local and had quoted a project cost of \$4,800 which was significantly less than had been anticipated. She added the necessary funds were available within the Departmental Budget. She advised she had spoken with Paul Dusek, County Administrator, and he had approved the design of the vinyl decals. Mr. Dusek stated that Committee approval should be obtained for the expenditure.

Motion was made by Mr. Conover, seconded by Mr. McDevitt and carried unanimously to authorize an agreement with Mac the Knife Designer Auto Crafts, LLC for the purchase of new vinyl decals to be applied to 27 Health Services Fleet vehicles in an amount not to exceed \$4,800 as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the July 18, 2014 Board Meeting.*

Pertaining to the Report on Revenues and Expenditures, Tammie DeLorenzo, Clinical and Informatics Coordinator, pointed out that overall the Department was under budget for salaries. She noted the numbers appeared slightly skewed which she attributed to the use of per diem employees to cover vacant positions.

This concluded the Health Services portion of the Committee Meeting and the Westmount Health Facility portion of the Meeting commenced at 10:11 a.m.

Privilege of the floor was extended to Betsy Henkel, Comptroller for Westmount Health Facility, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Ms. Henkel requested to rescind Resolution No. 465 of 2012, which amended the Department's Table of Organization in order to increase the salary of the Leisure Time Activities Director, due to the fact that the salary had never been increased because the employee vacated the position.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to rescind Resolution No. 465 of 2012 as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the July 18, 2014 Board Meeting.*

Ms. Henkel requested to amend Resolution No. 252 of 2014, which created the new position of Health Facility Keyboard Specialist and deleted the position of Keyboard Specialist in order to reclassify the position of Keyboard Specialist, base salary of \$24,215, Grade 3, to a position of Health Facility Keyboard Specialist, base salary of \$26,897, Grade 5; and to change the effective date from June 1, 2014 to March 1, 2014, to reflect the actual date the additional duties were assumed. She explained this was a Civil Service correction because an error had been made in deleting one position to create another as it had only been necessary to reclassify the existing position.

Motion was made by Mr. Taylor, seconded by Mr. Conover and carried unanimously to amend Resolution No. 252 of 2014 and reclassify the position of Keyboard Specialist to that of Health Facility Keyboard Specialist as outlined above and to forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Henkel requested a transfer of funds between various codes totaling \$85,025 to cover the cost of overtime and part-time salaries due to vacant positions. Mr. Conover asked if the transfers would cause any shortages in regular salaries and Ms. Henkel replied in the negative.

Motion was made by Mr. Conover, seconded by Mr. McDevitt and carried unanimously to approve the request for a transfer of funds as outlined above and to forward same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Ms. Henkel requested to create a new position of Certified Nursing Assistant (CNA) Full Time #28, base salary of \$25,851 (Grade 4) by deleting the positions of CNA Part-Time #36 and #37, effective July 21, 2014. Mr. Sokol asked if there would be any savings to the salaries budget and Ms. Henkel replied affirmatively.

Motion was made by Mr. Conover, seconded by Mrs. Frasier and carried unanimously to approve the request to create a new position of CNA Full Time #28 and delete the positions of CNA Part-Time #36 and #37 as outlined above, thereby amending the Department's Table of Organization and to forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Henkel reported the following vacant positions at Westmount Health Facility: five Part-Time Licensed Practical Nurse (LPN) positions; one Full Time LPN position; and four Part-Time Aide positions. Pertaining to the overtime report, Ms. Henkel advised the numbers seemed slightly skewed due to the elimination of Full Time positions and creation of Part-Time positions at the beginning of 2014. Mr. Sokol stated the staff of Westmount Health Facility was doing a tremendous job.

Ms. Henkel announced the receipt of the 2007-2008 Medicaid rate appeals in the amount of \$113,510. She said they were still awaiting the appeals for 2009-2013 which would be

approximately \$795,000. She noted she would keep working on getting these appeals processed as quickly as possible. Mr. Conover asked if the appeal funds were included in the Departmental budget and Ms. Henkel replied the appeal funds were carried on the books as a receivable. Mr. Conover asked how long the appeal funds would be carried as a receivable and Ms. Henkel replied until the funds were received or they received notice that the funds would not be forthcoming.

Travis Whitehead, Town of Queensbury Resident, said the Committee was supposed to review and discuss the Year 8 Performance Assurance Report from Siemens Industry, Inc. at the last Committee Meeting but had postponed the discussion until the County Attorney's Office completed their review. He asked when the Year 8 Report would be reviewed and discussed by the Committee and when the Year 9 Report was anticipated to be received. Mr. Dusek replied the Year 8 Report had been placed on hold due to a number of issues and he had not heard anything about the Year 9 Report. Pertaining to the Year 8 Report, he advised that attorneys had been retained and the Report was under attorney review. Mr. Whitehead noted the Performance Assurance Reports were usually received in July and commented that the Year 9 Report should be received next month. Ms. Henkel apprised that Siemens Industry, Inc. usually requested certain information in order to compile the Report and they had not yet requested this information. Mr. Whitehead voiced his concern that Siemens Industry, Inc. had not yet requested the necessary information for the Year 9 Report and he asked if a County representative could contact Siemens Industry, Inc. and determine why the Year 9 Report had not been started. Mr. Dusek stated he would refer the matter to the County Attorney. Mr. Whitehead apprised that every year the Health Services Committee accepted the Performance Assurance Report even though many Supervisors did not fully understand the document. He said this year, the Supervisors would have a better understanding of the Report yet they had not reviewed and discussed it. Mr. Dusek reiterated that the Year 8 Performance Assurance Report was currently under legal review.

As c there was no further business to come before the Health Services Committee, on motion made by Mr. Conover and seconded by Mrs. Frasier, Mr. Sokol adjourned the meeting at 10:20 a.m.

Respectfully submitted,  
Charlene DiResta, Sr. Legislative Office Specialist